

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 12 FOR 2019



March 22, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

MARCH 2019

For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 7am State of the City @ Hager Hall 3pm Executive Session 4pm Work Session	6	7	8	9
10	11	12 2:30pm Executive Session 4pm Work Session	13 4pm Hagerstown Planning Commission Meeting	14 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	15	16
17	18	19 4pm Work Session	20	21	22	23
24	25	26 6pm Work Session 7pm Regular Session	27 7pm Hagerstown Planning Commission Meeting	28 4:30pm Hagerstown Historic District Commission Meeting	29	30
31						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Community Engagement. DCED Director Jill Thompson participated in a panel discussion with the Women's Leadership Council at First Data sharing information about economic development, community engagement and the great things that are happening downtown. The "Local Leaders of Today" event was part of the group's recognition of Women's History Month.

Main Street Update. Main Street Hagerstown volunteers hosted the 2nd Annual Sweets on the Street event on Saturday. There were 12 sweets vendors, lots of hot chocolate to drink, cookies to decorate, and a pie eating contest! Approximately 400 visitors came through the event and the vendors were very happy with the turnout. The event was held in the former Carson's Jewelry store on Public Square.



Trivia Night. Trivia Night was held at the Flying Camel this week. The staff and owner were very excited for the turnout and wanted trivia night to be every Tuesday night at their place! Next week the event will be held at Bulls & Bears.



Burobox: Two business seminars, Obtaining Veterans Certification with the Federal Government and Registering as a Woman-Owned Business with the Federal Government, were held at BuroBox this week. For a full list of upcoming business seminars and to register for these free seminars, please visit: <https://www.eventbrite.com/e/series-2019-business-seminars-tickets-56672194058>

Grand Opening: The Grand Opening of Middletown Valley Bank's North Potomac Operations Center at 480 North Potomac will be held Friday, March 29 at 9 a.m.

Events:

- The 8th Annual Maryland International Film Festival – Hagerstown will be held March 29-31, 2019. This year’s line-up features 150 films from 16 countries. Venues include The Maryland Theatre, Washington County Library, Grand Piano Building, Chamber of Commerce, and USMH. For more information, visit: <https://www.marylandiff.com/>
- The Imagine Hagerstown line-up will be announced the first week of April. This information will also be posted to Facebook as follows: <https://www.facebook.com/imaginehagerstown/>
- The Over the Edge fundraising event for the Boys & Girls Club will be held April 6th at the Alexander House (Public Square). More information on this event can be found by visiting: https://give.overtheedge.events/BGCWashington2019?ref=ab_41Aw0RcfISE41Aw0RcfISE

Hagerstown Youth Advisory Council (HYAC): Applications for the HYAC are currently being accepted until April 30, 2019. Interested applicants can visit www.hagerstownmd.org/hyac to apply. DCED staff have also coordinated a handout to be distributed through local schools.

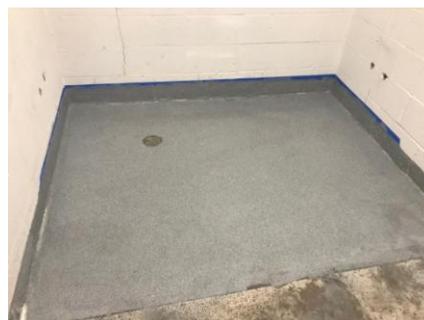
FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House/Apartment Fires	1	Community Risk Reduction	
Building Fires	0	Public Service	7
Medical Assistance	27	Personal Injury Collision	3
Assist other Fire Departments	15	Standby – Aircraft Landing	1
Automatic Fire Alarms	12	Gas Leaks	1
Explosion Calls	1	Smoke Removal	2
Water/Steam Leak	1	Dumpster/Outside Fires	3

PARKS & ENGINEERING

ENGINEERING DIVISION

- Construction Project Update**
 - Mulberry at Antietam Signal Upgrade: 95% complete, only waiting for warm weather to finish pavement markings.
 - Handicap Ramps: Starting 3rd week, to-date completed 12 ramps and 2 alley entrances installed.
 - Burhans Bridge Pedestal Repair: Milton Stamper is contracted to complete as soon as railroad approves.
 - Pool Filters: Installation is about 50% complete.
 - Pool Locker Room and City Park Restrooms Epoxy Flooring: Preparation work complete, mock-up of City Park floor is below:



2. Design Project Update

- Marsh Run Wall Repairs: Bids have been submitted to Mayor & Council for award.
- Sidewalks on Carr Street and First Street: We expect to advertise this CDBG-funded project in April.
- Safe Routes to School Haven Road Sidewalks & Signal Upgrades: SHA is still reviewing this design.
- Potomac at Howard: Waiting for comments from SHA on the 60% submittal, resubmitted ADA waiver requests
- Bridge Repairs: In response to recent bridge inspection report, we plan to do three things:
 - Send Work Order to Public Works to do the items they can complete.
 - Piggy back on SHA Bridge Maintenance Contract for some items.
 - Budget for the higher cost items in upcoming budgets.
- Curb & Sidewalk Repairs: Curbs and sidewalks damaged by street tree contract will be bid next week.
- Pangborn Park Lake & Stream Improvements: Planning to bid the end of April.

3. Traffic Issues

- Submitted request to Mayor & Council to lower speed limit on Hagers Crossing Drive.
- Delivered survey letters to residents regarding removal of parking on Park Lane.
- Delivered survey letters to residents of McComas Street regarding speed bumps versus plowing.
- Mitchell Ave Underpass: Working with consultant to develop concept plan for signal.

4. Engineering Statistics

TRAFFIC ISSUES		
Description	Week of 3/17/19	Calendar Year 2019 TOTALS
Traffic complaints received	2	45
Work Orders completed	3	29
Traffic counts completed	2	15
CONSTRUCTION PROJECTS		
Description	Week of 3/17/19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	2
RFP's Advertised	0	4
Projects under construction	9	9
Projects completed	0	0

PARKS DIVISION

1. **2019 Spring/Summer Guide.** The new 2019 Parks & Rec Spring/Summer Guide is out, and 40,000 copies have been printed and will be delivered out into the community. Inside the Guide you will find ALL of our many indoor and outdoor fitness programs, special events, and facility happenings over the next seven months!

2. **Parks.**
- Continue getting parks and Little Leagues open for season.
 - Updated mulch at playgrounds in the parks.
 - Worked on City Park concession stand.
 - Day seasonal staff have returned and are working in parks.
 - Installed new “Welcome” signs at all 22 parks.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 480 North Potomac Street – Middletown Valley Bank – financial services support; back office operations.

New Development Cases:

- Valleybrook Drive (behind properties on the east side of Valleybrook Drive) – Keith Mildenerger, et al – final plat to add land to 1056 and 1060 Valleybrook Drive.

Planning Commission: The Planning Commission will review these matters on March 27:

- 955 Sweeney Drive – Ferguson – site plan for an addition.
- Malik Meboob – 700 Potomac Avenue – minor site plan for former Sheetz site.
- McCleary Hill, Phase I – final plat.
- McCleary Hill, Phase II – final plat.
- Workshop for People’s Gospel Tabernacle – waiver from parking lot landscaping requirements.
- Report on Manheim Field Trip.

Historic District Commission: The HDC reviewed these matters on March 14:

- 433 North Potomac Street – Meredith and Ed Williams – replacement windows.
- 127 East North Avenue – Carolyn Clouser – roof replacement.
- 53-59 North Potomac Street – Dori Carr/WLR Property Management – remove awnings.
- 53-59 North Potomac Street – Wertman Photography – signs.
- 127 East North Avenue – workshop concerning a chimney removal.
- A revised application was submitted for signage at 53-59 North Potomac Street by Monika Wertman. This application will be discussed on March 28th.

Weekly Activity Report: March 11–15, 2019

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	11	Residential -	9	Commercial -	1	Other -	1	8
Electric	17	Residential -	9	Commercial -	7	Other -	1	17
Plumbing	10	Residential -	8	Commercial -	2	Other -	0	10
Mechanical	2	Residential -	2	Commercial -	0	Other -	0	2
Engineering Dept.	5							4
TOTAL	45		28		10		2	41

Est. Value of Issued Building Permit Projects:		FY19 Fiscal Year Totals:
Residential	\$ 33,250.00	\$ 5,071,528.00
Commercial	\$ 40,000.00	\$ 43,466,256.00
Apartment	\$ 0.00	\$ 2,781,749.00
Sign	\$ 23,250.00	\$ 210,071.00
TOTAL	\$ 96,500.00	\$ 51,529,604.00
Projects of Interest		
- Alterations to include plaster removal at 401 Museum Drive - \$38,000		
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019		
	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of March 11 – 15	5	23
New applications issued week of March 11 – 15	3	3
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)	3,69	9,272
Percentage of rental license renewals that have registered as of May 2, 2018	99.5%	99.5%
Notes: The 2018-2019 rental license renewals for 9,489 units in 3,747 properties were mailed on May 2, 2018.		
PAYMENT		
Weekly payment received	\$ 1,750	
Weekly adjustment/credits	\$ 375	
INSPECTIONS		
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>	
Building	48	
Electrical	43	
Plumbing	22	
Mechanical	11	
Safety	32	
Neighborhood Vitality	28	
Quality of Life	2	
Preventive Maintenance	11	
Planning & Zoning	1	
INSPECTIONS KEY:		
<u>Categories of Conditions</u>		
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails	
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.	
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens	
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. <u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood	
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance. <u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.	

POLICE DEPARTMENT

STATS

Calls for Service:	1,506	Field Interviews:	27
Arrests/Warrants Served:	28	Moving Violations:	46
Domestic Violence Calls:	24	Safety Repair Orders:	6
DUI Arrests:	0	Warnings:	61
Reports Filed:	178		

REPORTS

03/14/19: Officer Zupan and Officer Batistig responded to South Potomac Street for the report of a trespasser at Locust Point Market. The caller, who was also the owner of the market, stated that a male had entered the market and began to yell at her and her husband. She told the male he needed to leave the business due his behavior. She also told him that the business already had a no trespass letter barring him from the store. Officer Zupan verified with that the no trespass letter against the male was still active. Consequently, the male was arrested and transported to Central Booking and charged with Trespass Private Property.

03/16/19: Officer K. Hill was dispatched to Alexander Street for a 9-1-1 hang up call. Upon arrival, Officer Hill observed a male standing in the middle of the street with a dark object in his hand. As the officer approached the male, she could see broken glass in the street. The female caller stated the male in the street was her boyfriend. The female stated that she her boyfriend had become agitated with her and as his anger escalated he went outside and damaged her vehicle by puncturing all four tires and shattering the rear and passenger side windows. In addition to the vehicle damage, the male broke a PlayStation system and the female's cell phone. The total estimated loss was approximately \$1,900. The male was transported to Central Booking and charged with Malicious Destruction of Property.

03/17/19: Officer Kimmel responded to South Locust Street for a possible overdose. Upon arrival, the officer located an unresponsive male on the ground. The officer was able to awaken the individual who at that time advised the officer he had used heroin by injection. The hypodermic syringe was located and confiscated by the officer. Community Rescue Service responded but the male refused medical treatment. It was later learned that the male had an outstanding warrant and he was subsequently transported by the officer to Central Booking. No further details are available.

03/18/19: Officer McNew was dispatched to Weis Market on Shank Farm Way regarding a motor vehicle theft. The owner of the vehicle stated he parked his vehicle in front of Weis Market. The owner stated he would only be a few minutes so he left the keys in the vehicle with the engine running and went inside of the store. When he exited the business, the owner noticed his vehicle was missing. A witness stated they saw a white male, approximately 50 years old, with a scruffy appearance, look into the vehicle and then get inside and drive away. Officers searched the area but did not locate the vehicle. The white, 2007 Hyundai Azera was entered in NCIC as stolen. The vehicle description was given to surrounding police agencies in an effort to locate the vehicle. Several hours later a Trooper from the West Virginia State Police called and stated he found the vehicle at the Sportsman's Paradise in West Virginia. The vehicle was found unoccupied. The Trooper checked the area but did not locate the suspect. The vehicle was removed from the NCIC and the owner was contacted. No further information is available.

03/19/19: Office Weaver responded to East Baltimore Street for a suspect who was armed with a pair of scissors. Upon arrival, there were two males and a female pointing to the assailant. The officer directed the male to the ground and located a pair of scissors in his left pants pocket. The female caller advised the officer that she and the male are in a strained relationship and she wanted to move from the residence. She had called a friend to come pick her up, but when the friend arrived, the boyfriend would not allow her to leave. As the couple worked their way outside, the verbal argument escalated when the boyfriend pulled out a pair of scissors and threatened the friend. The boyfriend was transported to Central Booking and charged with Assault 1st and 2nd Degree, Reckless Endangerment and False Imprisonment. No further details are available at this time.

OTHER NEWS/INFORMATION

Officer Heather Aleshire Leads HPD Tours: On 3/14/19, Officer Heather Aleshire, Public Information Officer for HPD, conducted two Hagerstown Police Department tours with Lycher Services, Inc. and Unified Community Connections. Lycher Services, Inc. is a day habilitation program and residential services located on First Street in Hagerstown. Lycher provides services to individuals with Cerebral Palsy, Muscular Dystrophy, Learning Disabilities and Speech Impairment. It is their mission to provide services in a manner as to promote the spirit of self-determination through individual choice.

Unified Community Connections has served children and adults with a variety of disabilities since 1953. They are located at 118 East Oak Ridge Drive in Hagerstown. Their mission is to support individuals with disabilities in achieving independence, productivity and the quality of life they seek.

The Hagerstown Police Department trusts that both groups had an enjoyable visit and now have a better understanding of the role the police department plans in the community.



Tour with Lycher Services, Inc.



Tour with Unified Community Connections

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	191	192
	University District Deck	380	381
Number of Student Permits	Central, Market, Rochester Lots	19	18
	Number of Patrons Using Decks		
	A & E Deck	1271	1677
	University District Deck	1876	1997
Number of Citations Issued	(Includes Warnings)	268	120
Number of Cars Booted		0	0
Late Payment Notifications		29	9
Peak Occupancy (%)	A & E Deck	72%	*96%
		Wed @ Noon; *Thu @ 6 PM	Fri @ 6 PM
Peak Occupancy (%)	University District Deck	65%	61%
		Tue @ 2 PM	Tue @ 2 PM

*NOTE: Event at the Maryland Theater

CHART NO. 2 – A&E PARKING DECK WEEKLY OCCUPANCY

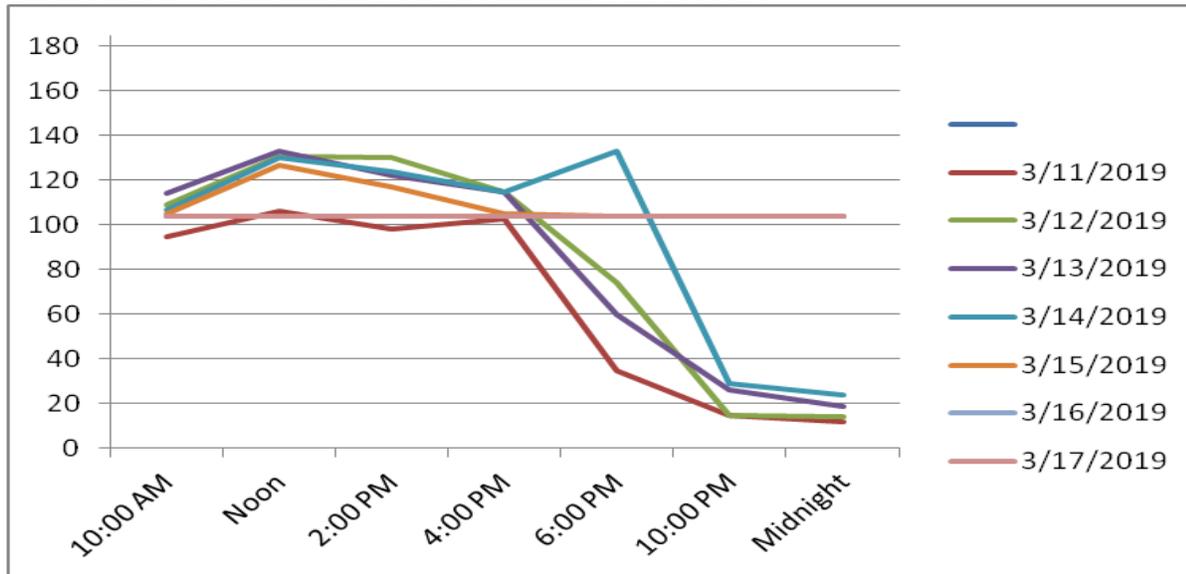
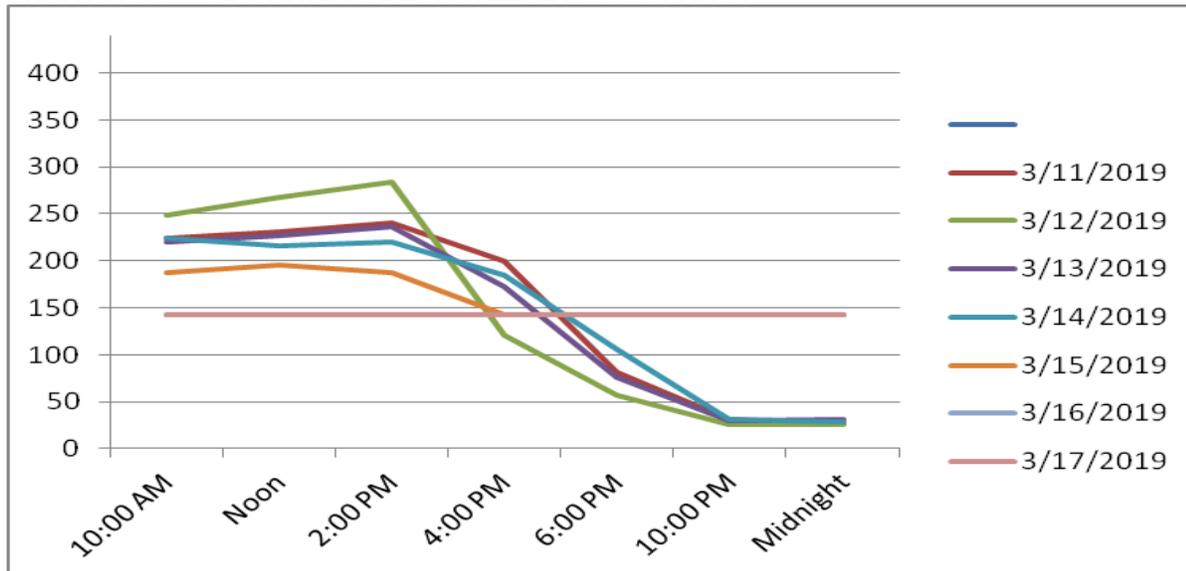


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



NOTE: Weekend counts were unavailable due to the scheduled power cutoff required for the UIP project.

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	0	0
Human Resources	1	0
Light	2	2
Parks & Engineering	3	0
Police	8	9
Public Works	5	4
Wastewater	3	4
Water	2	6
Weekly Totals	25	26
Yearly Total	229	

NOTE: Current week numbers were unavailable. Updated numbers will be included on the next weekly report.

AFTER HOUR CALL BACKS. There were no after hour call backs for services.

SNOW COSTS. Fifteen recorded winter weather events occurred this snow season beginning on November 15, 2018, with the last recorded event on March 8, 2019. No events occurred in December 2018. The current budget and costs are as follows:

Labor (Regular + Overtime Hours)	\$127,544
Operating Supplies (shovels, sidewalk salt)	\$11,405
Contracted Services	\$25,888
Bulk Road Salt (2,900 tons)	\$175,601
Total Expenses	\$399,772
Budget	\$363,213
Budget Balance	-\$36,559

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week’s Headlines & Media Releases:

- Hagerstown Fire Company Recovers Stolen Money, Apologizes
- Hagerstown to Consider Policy for Repurposing Cyclical Tax Sale Properties
- Noise, Disruptions Possible with Longer Hours for Downtown Hagerstown Projects
- St. Patrick’s Day Run Fest
- Hagerstown Officials Unsure About Providing Water for Planned Hotel
- Man Charged with Assaulting Hagerstown Police Officers
- City to Buy Former Auto Service Shop to Add Green Space Along Arts Trail
- Hagerstown Council Reaffirms Funding Commitment to Theater Project
- Press Release: 22-13 Traveling Art Display
- Press Release: UIP Work Schedule
- Traffic Advisory: Sumans Avenue

This Week’s Video Projects:

- Mayor & City Council Work Session
- “Neighborhoods 1st” Video Scripting

Channel 25 Hub City Now Programming:

- “See Something, Send Something” App Video
- “State of the City” Video
- “State of the City” Event Video
- “Open For Business” Video
- “Action Now – Washington Goes Purple” Videos
- “Giga Hub City” Video
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 9,122 user visits for the week of March 11-17
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,083
 - Utility Billing Page 821
 - Calendar Page 533
 - Police Page 251
 - Jobs Page 172
 - Parks & Recreation Page 166
 - Bids Page 144
 - Firefighters Page 94
 - Dine Downtown Page 78
 - FAQ Page 62

- Top Searches:
 - “True”
 - “Jobs”
 - “Bids”
 - “Light department”
 - “Online billing – Munis link”

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

Thur. 3/14 - 1150 Woodland Way: Arcing wires, tree branches were trimmed from secondary. Time Out: 15.8-16.4

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer began specification of pre-formed overhead conductor ties that secure electrical cables to insulators atop HLD utility poles. These ties are formed at the factory and rated for certain sizes and types of conductors.
- Engineering staff began design of multiple HLD utility pole replacement projects.
- Engineering staff reviewed training materials with the Distribution Foreman for presentation and review with HLD line workers.
- The Staff Engineer reviewed HLD three-phase junction cabinet design with the Distribution Dept. to standardize new installation procedures.

Administration

- The filing for our annual Maryland Public Service Commission hearing was filed regarding the just and reasonableness of the Annual Cost Adjustment and subsequent monthly Purchase Power Cost Adjustment calculations applied to customer bills per the Electric Service Tariff. The hearing will take place in Baltimore on 3/26/2019 @ 11 AM.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 13, 2019	10.44	0.00
Thursday, March 14, 2019	10.29	0.00
Friday, March 15, 2019	9.82	0.00
Saturday, March 16, 2019	9.31	0.00
Sunday, March 17, 2019	9.08	0.00
Monday, March 18, 2019	8.90	0.00
Tuesday, March 19, 2019	8.66	0.00
Weekly – Avg. Flow / Total Rainfall	9.50	0.00
March – Avg. Flow/Total Rainfall	10.40	1.47

Miscellaneous

- Replaced solenoid valves and wiring on #1 Pista Grit Unit.
- Completed wire replacement to Polymer Room heaters.
- Shutoff utility water within plant and modified piping to install a new isolation valve for Phase 1 upgrades.
- Continued work on cooling tower chemical feed equipment, piping and controls.
- Replaced seal water flow controller on #2 ASPS return sludge pump.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

Collection System Maintenance Task

- Sewer back up, 913 Beechwood Drive, will schedule to CCTV line next week.
- Sewer back up, 351 East Antietam Street, cleared lateral with flusher truck.
- Sewer back up, 63 East Washington Street, problem inside building.
- Sewer back up, 105 East Franklin Street, problem in building.
- Sewer back up, 233 Jackson Avenue, CCTV line and found roots, will excavate 3-19-2019.
- Sewer back up, 822 Spruce Street, cleared blockage in lateral with flusher truck.
- Grinder pump call, 1650 Woodlands Run, pumped down tank, reset smart switch.
- Grinder pump call, 11115 Pinewood Circle, replaced pressure tub.
- Pump Station 4, set up 10" bypass pump for PLC conversion and new SCADA installation.
- Pump Station 11, installed new impeller on pump #1.
- Pump Station 15, installed new LED lights, and new SCADA system, reprogrammed PLC.
- Hauled in 4 loads of Crusher Run for inventory.
- Replaced 6 cleanout caps for Mr Rehab on Abby Lane.
- MH # 04071 broke old cover free and installed new manhole lid.
- MH # 15033 broke old cover free and installed new manhole lid.
- Flushed trouble spots throughout collection system.
- Dropped enzyme bags at various lift stations and trouble spots in the system.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	2	0	0	0	0	5
YTD 2019	10	20	2	0	0	17	49

* Other - consist of calls that may be directed to other City Departments or the County Department of Water Quality

Engineering

- Staff met with a consultant for a commercial developer and the Utilities Director to discuss wastewater service for a prospective development.
- Staff attended a Wastewater Operations Meeting at the Barn.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Discussed CIP wastewater discharge conditions with Pinnacle Foods.
- Met with IT to solve printer communication issue and to discuss wall-mounting options for computer monitor.
- Began workstation upgrade.
- Discussed ventilation system operation with M.S. Johnston.
- Discussed upcoming MDE Pretreatment Program audit with County Pretreatment Manager.
- Interviewed candidates for Lab Tech position.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
03/14/19	10.12		10.12
03/15/19	9.85		9.85
03/16/19	9.47		9.47
03/17/19	9.52		9.52
03/18/19	9.85		9.85
03/19/19	9.72		9.72
03/20/19	9.78		9.78
<i>Average</i>			9.76

Water Production at R. C. Willson

- R.C. Willson and Pump Stations–Staff worked on facility maintenance and routine preventative maintenance.
- R.C. Willson and PS4–Working with the contractor on pump replacements.
- PS6–Rewired the control panel.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 1.9 feet. Site evaluation continues per the contract with Hazen and Triad. City staff and Hazen and Sawyer continue to work with MDE Dam Safety on the final Dam Evaluation Report, Emergency Action Plans, and the design criteria and project schedule. The project continues to be on schedule.

Water Distribution

- Distribution crews are working throughout the system performing customer service work and new meter installations as needed.
- Crews continue to replace residential meters throughout the water service area.
- New services were installed in the Elmwood Farms Development.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Reviewed results for UCMR 4.
- Collected composite samples from lagoon discharge.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	2
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	1	-
Simplified Plat	-	-
Building Permits	21	4
Replat	-	-

- Staff met with County Engineering staff to discuss site plan details for the proposed Public Safety Training Center.
- Staff met with a consultant for a developer to discuss water service for a prospective residential/commercial project.



Respectfully submitted,

A handwritten signature in blue ink that reads "Michael Spiker".

Michael Spiker
Interim City Administrator